Useful information when ordering a DBS check

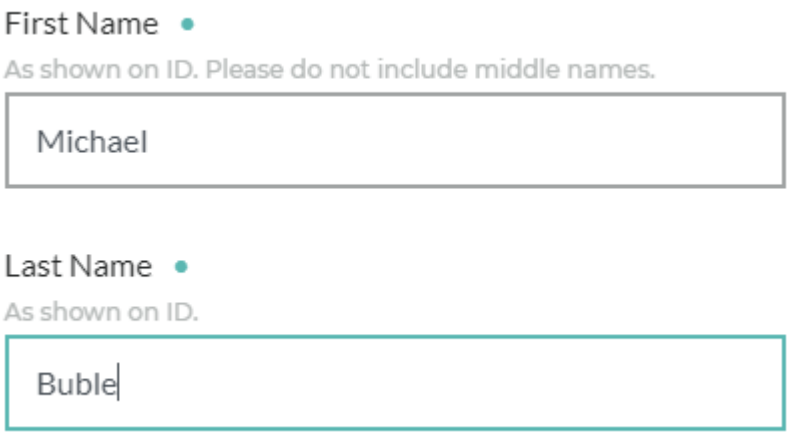
Jagriti Patwari - 2026-11-12 - Comments (0) - Individual DBS Check Orders

Useful Information

- Entering the Candidates Name
- Working at the Candidates Current Address
- Separate Barred List Check
- Covid-19 Checks
- Making Payment

Entering the Candidates Name

- When entering the candidates name on the application form, please only state the candidates full first name and surname. If the candidates name can be shortened, e.g. from David to Dave, you will still need to type in the candidates full first name as stated on their Proof of Identity document. ***Please do not state any middle names.*** **For example:**

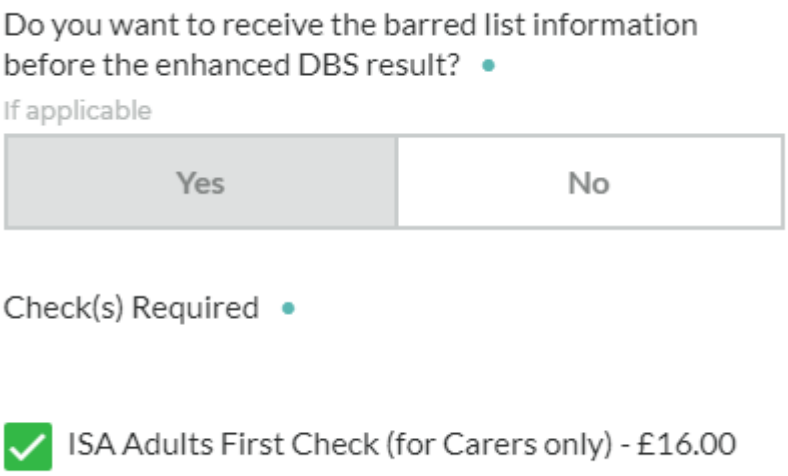


Working at the Candidates Current Address

- If the candidate is working ***in their own home/at their current address*** in their role with vulnerable adults or children, you will need to select 'Yes' to the following question. If the candidate is working with vulnerable adults or children ***in the vulnerable adults or children's home,*** you will need to select 'No' to the following question:

Separate Barred List Check

- If the candidate is working with vulnerable adults where the adult barring list is required, we can fast track the barring list by processing an ISA Adult First Check. If you would like the ISA Adult First Check to be included, select 'yes' to the following question. This will cost an additional £16:



Making Payment

- You can make payment for the check by credit or debit card at the end of the application. If you have money in your eBulk account and would like us to withdraw money from the account, select 'Pay on Account' and enter the company account code.

